



Board of Certified Reporters

Arizona State Courts Building
1501 West Washington Street, Phoenix, Arizona 85007
Hearing Room 109

December 7, 2017
10:00 a.m.

Approved Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

Michael Matich
Michael Parrish
Melissa Gonsalves

Telephonically Present:

G. Allen Sonntag, Chair
Hon. Peter B. Swann
Hon. Anna Young
Terri Faust

Absent:

April Escobedo
Patricia Seguin

OTHER ATTENDEES:

AOC Staff:

Mark Wilson
Michelle Martinez
Katherine Novak
Hal White
Wil Castro
Arnita Oliver

Guests:

Stephanie Stearman

CALL TO ORDER

Called to Order By: G. Allen Sonntag, Chair

Time: 10:00 a.m.

1) REVIEW AND APPROVAL OF MINUTES:

1-A: Review and approval of the regular session minutes for the meeting of October 12, 2017.

Individual Addressing the Board: G. Allen Sonntag, Chair

Discussion: None

Motion: Consideration and motion to accept the regular session minutes for the meeting of October 12, 2017.

Motion Proposals: First Terri Faust
Second Michael Matich

Motion Results: Pass

2) PENDING COMPLAINTS:

2-A: Update regarding the status of pending complaints.

Individual Addressing the Board: Michelle Martinez

Discussion: As of November 03, 2017, there are currently two open complaints. These two complaints will likely be handled at the next meeting.

3) INITIAL CERTIFICATION AND ELIGIBILITY:

3-A: Review, discussion and possible action regarding pending initial certification applications for the following applicants:

1. *Susana Albor-Hoyt*
2. *Diane Pessagno*
3. *Lisa Steinmeyer*
4. *Mary Barrows*

Individual Addressing the Board: Wil Castro

Discussion: It is recommended initial certified reporter certification be approved for the following applicants:

1. Susana Albor-Hoyt
2. Diane Pessangno
3. Lisa Steimeyer

Motion: Consideration of and motion to accept staff's recommendation

Motion Proposals: First Hon. Peter B. Swann
Second Hon. Anna Young

Motion Results: Pass

Individual Addressing the Board: Wil Castro

Discussion: 4. Mary Barrows

It is recommended initial certified reporter certification be approved.

Motion: Consideration of staff's recommendation and motion to defer matter pending additional verification by staff.

Motion Proposals: First Hon. Anna Young
Second Terri Faust

Motion Results: Pass

4) CERTIFICATION AND ELIGIBILITY

4-A: *Review, discussion and possible action regarding request for placement on Inactive Status received from the following certified reporters:*

1. *Tammi Crosse*
2. *Laurie Yazwa*

Individual Addressing the Board: Wil Castro

Discussion: Staff recommends that the Board accept the requests and place both Tammie Crosse, Certificate Number 50633, and Laurie Yazwa, Certificate Number 50184, on Inactive Status.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Hon. Peter B. Swan
Second Terri Faust

Motion Results: Pass

4-B: *Review, discussion and possible action regarding request for Voluntary Surrender from Jeffrey Klein.*

Individual Addressing the Board: Wil Castro

Discussion: It is recommended the Board accept the request of Mr. Klein to voluntarily surrender his certified reporter certification, certificate number 50147.

Motion: Consideration of and motion to accept staff's recommendation.

Motion Proposals: First Terri Faust
Second Michael Parrish

Motion Results: Pass

5) ADMINISTRATIVE ISSUES:

5-A: *Review, discussion and possible action regarding the certification renewal application deadline pursuant to Arizona Code of Judicial Administration § 7-201 (G)(2).*

Individual Addressing the Board: Hal White

Discussion: The Division recommends that the Board establish the renewal application period starting December 29, 2017 through February 28, 2018. Division staff further recommends that applications submitted on or after February 1, 2018 be assessed an additional \$50.00. In the event that a certificate holder has filed a timely and complete application for renewal, the existing certification does not expire until the Board has acted on the application for renewal of certification.

Motion: Consideration of and motion to accept staff's recommendation

Motion Proposals: First Melissa Gonsalves
Second Hon. Peter B. Swann

Motion Results: Pass

5-B: *Review, discussion and possible action regarding random audits of continuing education compliance for renewal pursuant to Arizona Code of Judicial Administration § 7-206(L)(9)(d).*

Individual Addressing the Board: Hal White

Discussion: The Division recommends that the Board establish the renewal application random sample for continuing education audits be requested within the first week after the closing deadline on February 28, 2018. Certificate holders will be provided a form to fill out sign and notarize, and return with copies of the completion certificates or certificates of attendance due by month's end (March 31, 2018).

Motion: Consideration of and motion to accept staff's recommendation

Motion Proposals: First Hon. Peter B. Swann
Second Michael Parrish

Motion Results: Pass

CALL TO THE PUBLIC

Individuals Addressing the Board: None

ADJOURNMENT

Time: 10:25 a.m.

Initials: AO